

May 2005 AGENDA (draft)



California Environmental Education Interagency Network (CEEIN)

Date: May 19, 2005

Time: 9:30 a.m. to 11:30 a.m.

**BRING YOUR OWN B
SNACKS WILL BE PR**

Conference Phone: 916-324-6897 (note, please)

Location: Resources Agency 15th floor, room 1506-12, "Large Conference Room"

Lead: Kay Antunez

Note taker: Annie Frankel

Facilitator: Zori Lozano-Friedrich

Backup Lead: Carolyn Tucker

AGENDA

	Item	Lead	Time	Action
1.	<u>Check – in and Catch -up</u> <ul style="list-style-type: none"> Welcome & Introductions Review Agenda Approve Minutes Update Outstanding Action Items Distribute "What's New in Your World" 	Kay Antunez	9:30 – 9:40	Distribute Sign-In Sheet
2.	<u>Committee Reports & Discussion</u> <p>Administration & Organization</p> <ul style="list-style-type: none"> Update Roster and Committee Membership Lists Present wording in handbook <ol style="list-style-type: none"> Update status of committee description Approve membership language for handbook Discuss criteria for partnership <p>Leadership & Legislation</p> <ul style="list-style-type: none"> AB 1721 Update Education and the Environment Initiative Update Environmental Education Bills of interest <p>Diversity</p> <ul style="list-style-type: none"> Update and presentation of possible CEEIN projects <p>Environmentality</p> <ul style="list-style-type: none"> JCEC timeline JCEC 2005-06 poster concept Update on the Steering Committee members and chair 	<p>Tom Mays Zori L-F</p> <p>Andrea Lewis</p> <p>Kay Vanessa Byrd</p> <p>Kris McNamera</p>	<p>9:40 – 10:45</p> <p>5 min. 30 min.</p> <p>15 min.</p> <p>15 min</p> <p>15 min</p>	<p>Info Facilitated Discussion</p> <p>Info & Discussion</p> <p>Info & Discussion</p> <p>Info</p>
3.	<u>What's New In Your World</u> <ul style="list-style-type: none"> Announcements 	All	10:50 – 11:15	Info
4.	<u>Meeting Wrap-Up</u> <ul style="list-style-type: none"> Clarify Action Items Pending Items/Parking Lot Develop May Meeting Agenda Evaluate Meeting 	Kay Zori	11:15 – 11:30	Discussion

Meeting Protocol Agreements:

- Start and end meetings on time; stay on track on agenda.
- Listen and treat others' opinions with respect.

- Keep commitments to agreements and assignments (i.e., follow-up, time frames, due dates, etc.).
- Make participation in the meeting your priority; keep cell phones on vibrate and only accept emergency calls (outside the meeting room).
- A quorum of 11 CEEIN Members is needed to hold a meeting.
- For major decisions, if consensus can't be reached, the issue will be put to a vote of the CEEIN members present at the following meeting.
- Make a conscious effort to conduct the meeting in an environmentally friendly manner.